

Planning Board Minutes of Meeting: -- 7/17/12

Attending: Michael Hale, Chair; Janine Savoy, Secretary; Alan Vint, Terry Crean, Maureen Sullivan.

Meeting called to order at: -- 7:20pm -- Adjourned at: -- 9:10pm --

Minutes of previous meeting date -- 6/26/2012 -- approved. **No PB minutes written for Selectboard Meeting of July 9, 2012. See SB minutes for content.** Planning Board members attending were Maureen Sullivan, Terry Crean, and Selectman Alan Vint.

Next Meeting scheduled for: -- 1 week, July 24, 7pm for prep before July 31 meeting proposed by Larry Smith, consultant on Use Tables. Mike Hale will contact Larry for definite confirmation.

Agenda this meeting: -- **Review info from PVPC on Use Table choices**

Mike and Maureen made copies of sets of Bylaw examples from other towns. Discussing those already read from email, Alan said Buckland's was better. Maureen agreed, Buckland is fairly comprehensive. I liked the Village Residential and Village Commercial in Buckland's. Here the Village District should be treated differently, because of the tight quarters, and because it is the Business District. In answer to questions, Alan explained that Buckland's commercial area is the other side of the river from Shelburne Falls, and Maureen explained the reason they allowed a use like 'manufacturing cutlery' was because they had the company Lamson and Goodnow, which had made fabulous knives. Buckland allows apartments above the commercial use, but for a residence, you need a Special Permit to have an apartment. We could do similarly for above the general store here, if that got rehabbed.

Maureen: Maybe the general store, Highway Department, and transfer station make a section of our Business District that could be zoned to encourage village commercial use if the town ever moved its facilities, while the Skyline section could protect the historic and residential nature of the village district.

Alan: But Buckland doesn't allow stand-alone ATMs anywhere. I don't understand that. Maureen and Alan discussed whether or not the dividing lines between elderly housing, assisted living, and nursing home was clear. Alan: Where is the dividing line between nursing home and assisted living? Maureen: It's quite big. I don't see why we'd have something like a nursing home. We're in a place where it's not logical to put one, since it's more than a half hour away from a hospital. We should concentrate our work on the Use Tables to uses that are likely to happen in a 5 to 10 year time frame. Alan: But a large house, like the Donnelly one that's been for sale, could make a good B&B, or could be assisted living.

Terry: I like the Buckland table for format; it's good for providing a lot of data at a glance. We could start with voting to adopt a format. If we made up blanks of the agreed format, then we could fill them in as we see or think of things during this research. Maureen: We've talked a lot about having Standards and Conditions, but that format doesn't have room. Alan: I agree with Terry that the vertical reads better than the horizontal. But if we need to add a column for conditions, it might mean we go to a format like Larry provided. Terry: We could shift from vertical to horizontal later, if we need more room, but I'd like to have a place to begin. Alan: I agree. We could just start using Buckland's.

Terry: Could we also start by deciding how many districts? Alan: Res-ag, Historic, Commercial, and floodplain. Does a Historic District have to be contiguous or can it be scattered around? Same question for Commercial -- Does anyone care if there is a massage therapist in Bancroft and not the center of

town? I'd like it if we ended up with 3 columns: residential, historic district, commercial. Is it necessary to include the floodplain overlay? The Floodplain is different than the ConCom wetlands rules. Basically nothing is allowed in the floodplain. Maureen: But Larry has yesses in his floodplain column. He's the expert. Alan: Like in the flood in Chester last year, propane tanks and everything went floating down the river. No, we shouldn't have a temporary mobile home washing down river either. Maureen: See Section 5 for the Floodplain Overlay details. This is the Bylaw that the Westfield River Committee and PVPC were updating, but never finalized, so we never adopted the new version since it wasn't finalized. So we have something with setback/ buffers that are no longer legal. Alan: It should be a 200' river bank setback to match Conservation rules. Maureen: I think that was the main point of updating it from the 100' stated in the Floodplain bylaw.

Mike: Want to use Monterey's list, pop 950? Alan: Why that one? Mike: It's a similarly small town. Maureen: It is very similar. Janine: They do have a care facility for kids. [Eagle School, or Gould Farm?] I just had great food in the little restaurant the kids do as part of their work there.

Comments while reading through Larry's list for Middlefield, and use lists of other towns: Alan: Larry picked 5,000sf and over. I'd pick a smaller number. Larry combines auto or other repair services. I wouldn't. Auto repair is quite different than furniture repair. ... Maureen: We might want to extend the Business District to include the Artioli's B&B. ... Alan: multi-family dwellings we don't allow, right? Maureen: The [Master Plan] survey shows we don't want them. Janine: I've never seen the survey. It was before my time. Can I get a copy? ... Essential Services, whatever that means? Public Market --how is that either exempt or institutional? ... Alan: Do we allow B+B? (No) But we'd like to? Does it make more sense to do it by # of units, rather than accessory or primary? Like in Lenox the Cornell Inn had 17 units. Or we might say existing structure vs creating additional. Chesterfield has several types. B&B Home vs Establishment. ... Janine: What are the municipal uses not otherwise covered by SP? Alan: I'm very concerned about the Special Permit, just in my limited experience with town, it's very dependent on who's on board at the time. I want to see specific guidance on paper for the ZBA. Maureen: In the bylaws for SP items like cell tower or wind turbine, there is specific guidance. If a use isn't allowed, you're only shutting the door until you're prepared. In the next 6 months to a year the board could draft a bylaw for the specific thing not allowed, like a nursing home, if someone wants to do it. ... Janine: If I'm printing out our bylaws from the website, is that the current version? Maureen: It's the 2002 Revision. There are bylaws we passed that are missing, but nothing in it was revised. ... Maureen: Larry has a 5 acre minimum for agricultural, but that doesn't match our Right To Farm bylaw. He also mentions a section 9.9, but that's not from ours. ... It was decided members should review the various lists at home, and hold 1 more meeting to discuss before Larry returns.

Old Business Progress Reported: -- Maureen returned subdivision pkg to Mike, saying copy was now on Town Website. *Re Master Plan Survey request: Janine: Did letter go out to Adair? Mike: No. *Re Wind Turbine renumbering review: Maureen: I didn't get a chance to look at it. But I talked to Jay and he said he already turned it in to Marge for the AG. *Re getting 32 standard condition points from Larry. Still don't have them. *Re getting computer online now that it has the software upgrade. Janine and Alan tried it.

Agenda next meeting: -- Edit/ Craft Use Table examples

--Minutes respectfully submitted by Secretary Janine Savoy.

Old Business (items from previous meetings listed for tracking follow-through, and deleted when done.)

Mtg 5/15/12

Review Use Tables prior to meeting w/ PVPC. (all)

Get current ByLaws available on website.

Collate/ provide all paperwork for AG on Wind Turbine BL. (MH)

Find new Master Plan Committee members; write job description.

~~Research and acquire needed software upgrades to PB computer. (TC)~~

Get all documents on PB computer as Board's electronic filing storage.

Manage getting minutes on web pg.

Mtg 5/30/12

Review example Bylaws of Chester, Shutesbury, Lanesboro. (all)

Mtg 6/12/12

change combo on lock

put computer in Town Hall storage.

Mtg 6/26/12

Email Larry to get 32 boilerplate conditions, & S'hamp standards & conditions (MH)

Type Wind Bylaw numbering from hard-copy to electronic file, & proofread.

~~Get Subdivision CD to Steve Harris for website (MS)~~

Supply members with copy of letter on Master Plan Survey inquiry for future reply.

Mtg 7/17/12

Review Bylaws from Buckland, Heath, Otis, Chesterfield, Monterey (all)

Create or check off/ scratch off a list of uses suggested for Middlefield (all)